



Franklin County Sanitary Engineering
280 East Broad Street
Columbus, Ohio 43215

J O B A N N O U N C E M E N T

POSITION TITLE: Fiscal Officer
(Non-Bargaining)

PCN: 090310

REPORTS TO: Finance Administrator

P. R.: N16

RESPONSIBILITIES: Responsible for administrating, developing and monitoring sanitary engineering's budget, revenues, expenditures and fiscal activities and expenses. Establishes purchasing, accounts receivable and accounts payable procedures. Supervises account clerks/billing specialists who handle water/sewer customer service accounts. Responsible for maintaining water and sewer rate structure, managing and monitoring the work assignments in accounting, billing, customer service and fiscal. Prepare complex statistical data, reports and documents using word processing and spreadsheets. Assist the director in budget proposals.

MINIMUM QUALIFICATIONS: Bachelor's degree in accounting, business, or public administration with five (5) years of government accounting experience; or any equivalent combination of training and experience.

STARTING SALARY: \$24.62 per hour. 180 day probationary period.
Plus a Comprehensive Benefits Package

DATE POSTED: Tuesday, September 22, 2015

DEADLINE TO APPLY: Monday, October 05, 2015

If interested, please go to www.franklincountyohio.gov/Commissioners/hr and apply on-line.

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